EDE Processing

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Introduction

This section provides a more detailed description of the Electronic Data Exchange (EDE) process. It provides instructions for each of the individual processes within EDE including the electronic Free Application for Federal Student Aid (FAFSA), Renewal FAFSA, Renewal Reminders, ISIRs, and electronic corrections.

Electronic FAFSA

The electronic FAFSA process allows destination points to enter FAFSA data and send it to the Central Processing System (CPS) for processing. The FAFSA data is collected on a paper FAFSA. After the CPS processes the data, the results of the electronic FAFSA are transmitted back to the destination point.

The FAFSA data is submitted in the EAPS07IN message class and processing results are returned in the IDAP07OP message class.

FAA Access to CPS Online allows financial aid administrators (FAAs) to enter and transmit FAFSA information using the Internet. However, schools can choose to develop their own software. The remainder of this section includes specifications for developing software to provide the required electronic FAFSA functions.

Electronic FAFSA Process

The Electronic FAFSA process involves five steps:

1. The student submits a completed and signed paper FAFSA to the school.

2. The information on the FAFSA is key-entered.

3. The file is formatted and transmitted to the CPS through the Student Aid Internet Gateway (SAIG).

4. The FAFSA data is edited and corrected until a clean data file is created. The CPS edits the data for inconsistencies. The data elements for each field must be in the valid range with no inconsistencies in the data. For example, if a student indicates a marital status of single, yet provides income earned from work for student and spouse, an edit is triggered at the CPS.

5. The CPS transmits processed FAFSA records back to the destination point as Institutional Student Information Records (ISIRs) under the message class IDAP07OP.

Receiving the Completed Paper FAFSA

Schools participating in Electronic Application submission must have their students complete and sign paper FAFSAs. The Department of Education (ED) provides the FAFSA forms. The school must keep the completed and signed document on file.

Entering and Formatting the FAFSA Information

As part of the FAFSA entry and formatting, you are responsible for ensuring that the data meets the field-by-field criteria provided in the "Valid Content" column of the FAFSA Application Export Record Layout. The record created by your system or software must adhere to the record layout provided in the Record Layout section with the addition of a Carriage Return/Line Feed (CR/LF, ASCII 13, 10 HEX 0D, and 0A respectively) at the end of each record. Use of an end-of-file mark (ASCII 26 or HEX 1A) is optional. FAFSAs with invalid dates or formats are rejected.

Transmitting the Records

Use EDconnect, the transmission software provided by ED, to format your data records and transmit them over SAIG.

Receiving Processed Records

You receive your processed FAFSA records in ISIR format in the IDAP07OP message class.

Note: See the Printing section for more information on printing ISIRs.

Rejected FAFSA Records

There may be instances when the CPS does not accept your records for processing. The CPS returns a rejected electronic FAFSA error report to you in the message class EAPR07OP. The Record Layouts section contains the EDE Record Level Error Report Import Record Layout. The Processing Codes section contains additional information on the reject reasons found in the record layout.

The two categories of rejections for submitted FAFSA records are:

- **Transaction Rejects** – A transaction reject prevents the FAFSA record from being processed. If a record is rejected for one or more reasons, an error report is returned to the school in message class EAPR07OP (see the EDE Record Level Error Report Import Record Layout in the Record Layouts section) and no ISIR is created. These rejects are also known as record level rejects.

- **Compute Rejects** – The CPS contains a series of edits that evaluate data on incoming FAFSA records for consistency and completeness. These edits apply to all data from electronic and paper input. The CPS does not compute an Expected Family Contribution (EFC) for a FAFSA rejected for a compute reject reason. However, an ISIR is produced. ISIRs with a compute reject are returned in the IDAP07OP message class. The reasons for the compute reject are coded on the ISIR. Refer to the Processing Codes section for information on interpreting these reject codes.

In the paper system, a student can verify a data field by reentering the same information in the Student Aid Report (SAR) correction column for the field in question. In the electronic process, the school verifies the data (reenters the data as a "correction") and transmits the correction record to the CPS. Data that must be verified or corrected in response to each reject reason is provided in the Processing Codes section.

A student's record will not have an EFC if the record contains questionable data and has FAFSA reject reason codes, which are located in positions 698 through 711 on the ISIR. Procedures for responding to the codes may be found in the section titled "Table of Reject Codes and How to Respond to Each" in section 4 of this technical reference.

Renewal FAFSAs and Renewal Reminders

Each year the CPS creates a Renewal FAFSA for students who are eligible to participate in the renewal application process. The Renewal FAFSA is a tremendous timesaver for students because responses from the prior cycle's FAFSA or Renewal FAFSA are displayed and the applicant must only answer questions that are likely to have changed from the previous year.

ED is making several major changes for the 2006-2007 cycle to modernize the renewal application process. The biggest change is that all renewal-eligible applicants will now use the Web to reapply for aid because paper Renewal FAFSAs will no longer be printed and mailed. Schools cannot request that the CPS send a paper Renewal FAFSA. Eligible student applicants can access Renewal FAFSA on the Web using their PIN to complete and submit a 2006-2007 Renewal FAFSA.

More details about student eligibility to participate in the Renewal Application process are provided in the 2006-2007 *Renewal FAFSA Process Guide*, which can be found on the Department of Education's Federal Student Aid Download (FSAdownload) Web site located at fsadownload.ed.gov, as well as on the Information for Financial Aid Professionals (IFAP) Web site located at ifap.ed.gov.

ISIR

The ISIR is a fixed-length record containing reported information from the FAFSA, as well as key processing results. The CPS sends the ISIR electronically to institutions that the student has indicated he or she plans to attend. Generally, all information printed by the CPS on the paper SAR is coded in the ISIR File.

Note: The average CPS processing time is between 48 and 52 hours.

NSLDS Data

The ISIR includes National Student Loan Data System (NSLDS) information, which is located at the end of the ISIR Record Description.

ISIR Datamart

The ISIR Datamart is the centralized location for all ISIR data generated by the CPS. Schools, state agencies, and other authorized users receive ISIR distributions from the datamart through the Student Aid Internet Gateway (SAIG).

You can use FSA's Participation Management System to establish your school's preferences regarding receiving "daily" ISIR files from the ISIR Datamart. For more information visit the SAIG Enrollment Web site at:

<div align="center">

fsawebenroll.ed.gov

</div>

ISIR Receipt Process

The CPS transmits ISIR records to the SAIG. Descriptions of the contents of the ISIR record are in the Record Layouts section.

ISIR Types

The CPS produces three general ISIR types:

- **Daily ISIRs.** Schools can receive "daily" ISIRs or request specific ISIR records or groups of records from the ISIR Datamart. Daily ISIRs are generated daily in response to FAFSAs or corrections entered by you or at a site other than your school. The CPS sends these ISIRs to school destination points in the IGCO07OP, IDAP07OP, and IDSA07OP message classes.

  All users, by default, are set up for the daily ISIR distribution preference. This preference can be updated at any time in FSA's Participation Management System. You can also control how and when to receive ISIRs at your school based on the preferences or needs of your institution.

  If you select daily receipt of ISIRs, you can also use the datamart as needed to request ISIRs. All ISIR transactions for each student are stored in the datamart and are available for retrieval upon request. The FAA Access to CPS Online Web site enables you to submit requests to the datamart for specific ISIR data based on query criteria.

  Daily and pushed ISIR data files are stored for retrieval in your SAIG mailbox under current retention and archival guidelines.

- **Requested ISIRs.** Requesting ISIRs is a simple process that enables you to receive only the ISIRs you need. You use the ISIR Request feature on the FAA Access to CPS Online Web site to request ISIRs from the datamart. The CPS returns these ISIRs to the school in the ISRF07OP message class. You can submit a query request to the datamart for duplicate ISIRs, year-to-date (YTD) files, or federal data request (FDR) files (for state agencies only). There is no limit to the number of times you can request the same ISIR.

  Your school must be listed on the specific ISIR transaction you are requesting for the request to be successfully processed.

  As queries are run against the datamart, files of requested ISIRs are generated and sent to you through the SAIG. These files must be retrieved from your SAIG mailbox within 14 calendar days or they will be deleted (and cannot be restored). If this occurs, you can resubmit the same request to the datamart and the data will be generated and sent to you again.

  You can view the request date and request status any time after submitting a request. If the request has been processed, you can also view the request completion date and the number of ISIRs that were sent. You can submit as many query requests to the ISIR Datamart per day as necessary to retrieve the data you require.

Titles must be added to the query requests you submit, and the title you enter will be returned in the ISIR file you receive as a result of your request. This will assist you in matching ISIR files to individual requests you have submitted to the datamart.

When you return to FAA Access to CPS Online to enter a new ISIR request, your most recently completed or pending requests are displayed. Rather than creating a new query, you can save time by using a prior query again to request ISIRs, provided the parameters still apply. You may want to modify the title of the request to distinguish it from other requests you have previously submitted.

For your convenience, queries can be set up to run on a future date. For example, you can set a date in the future to receive all ISIRs processed on or before key deadlines at your school or state agency.

If you want your query to run as soon as possible, simply leave the execute date blank and your query will run after the next CPS compute.

- **Automatically Pushed ISIRs.** Certain ISIR transactions are automatically distributed (or "pushed") to you, regardless of the ISIR delivery option selected in the Participation Management System. This process assists you in meeting requirements for reviewing relevant ISIR data for your students before and after disbursement of financial aid awards. ISIRs that are generated and automatically returned to the school are sent in the IGSA07OP and IGSG07OP message classes.

  When your Federal School Code is listed on the following types of transactions, a system-generated ISIR (IGSG07OP) is automatically pushed to your school:

  − CPS reprocessing

  − Department of Homeland Security (DHS) automated secondary confirmation

  − NSLDS Post-Screening

When a correction record processed by the CPS results in one of the following changes on the new transaction, the school that submitted the correction receives the transaction in a daily ISIR file (IGCO07OP), while all other schools listed on the transaction will receive a pushed ISIR file (IGSA07OP):

− Reject Status changes (records that change from a rejected status to having a calculated EFC or from having a calculated EFC to a rejected status)

− Verification Status changes (not selected to selected)

− EFC changes

− SAR C Code changes

Pushed ISIR files are sent to state agencies in the IGRE07OP or IGNR07OP message classes (for resident and non-resident transactions, respectively).

Pushed ISIR data files are stored for retrieval in your SAIG mailbox under current retention and archival guidelines.

Each school subscribing to the "daily ISIR" service receives one ISIR for every student who lists that school on the FAFSA. Regardless of the service for which a school has enrolled, all schools receive "pushed ISIRs." Servicers receive only one ISIR per destination point. For message class details, state agencies should refer to the State Agencies information later in this section.

ISIR Message Classes

The CPS generates ISIRs in response to input from schools. This includes such input as FAFSAs, FAFSA corrections, and CPS-generated transactions. The CPS transmits school-requested ISIRs to the SAIG in one of three message classes:

- **ISRF07OP – Requested ISIRs**

  The CPS returns ISIRs in this message class to the school in response to ISIR Datamart requests through FAA Access to CPS Online. The school receives one ISIR for every record that meets the ISIR query criteria.

- **IGSA07OP and IGSG07OP – Pushed ISIRs**

  ISIRs in these message classes are automatically pushed to the school because of transactions processed by the CPS. These transactions require you to take some sort of action. An example of a pushed ISIR would be a student-initiated correction that causes a change to the EFC. We have listed below the instances when the CPS system pushes an ISIR for a student.

  – EFC value change

  – SAR C Flag change between transactions

  – CPS reprocessing of records

  – CPS receives changed information through NSLDS Post-Screening or DHS Secondary Match

  – Records selected for verification

  – Rejected records that now have an EFC

  – Records that previously had an EFC but are now rejected

- **IGCO07OP, IDAP07OP, and IDSA07OP – Daily ISIRs**

  The CPS generates ISIRs in these message classes daily in response to FAFSAs or corrections entered by you or at a site other than your school or state agency. These ISIRs are generated in response to the following documents:

  – Paper FAFSAs or SARs processed by the Image and Data Capture (IDC) processor

  – Electronic FAFSAs, Renewal FAFSAs on the Web, or Corrections on the Web

  – Electronic FAFSAs or corrections on FAA Access to CPS Online

  – Electronic FAFSAs or corrections by another EDE school or third-party servicer

Important Information about ISIR Files

- **Schools Must Obtain ISIRs for All Eligible Students.** Although the flexibilities and options provided to schools through use of the ISIR Datamart are extensive, we want to remind you that you are obligated to obtain ISIRs for all eligible students who enroll at your school.

- **Develop an ISIR Request Process.** We highly recommend that you develop a process for requesting ISIRs from the datamart that takes into account your ongoing student admissions process as well as the tracking and monitoring of existing students with paid-on ISIR transactions.

- **Review ALL Pushed ISIRs.** Your school *must* review all pushed ISIRs and assess any potential impact to your students' aid eligibility, regardless of whether or not you select the "daily" ISIR distribution.

- **Schools Choosing NOT to Receive Daily ISIRs.** Schools that elect not to receive daily ISIRs and instead request specific ISIR transactions from the datamart *must* continue to review ISIR transactions for all enrolled students.

State Agency Options

State agencies can combine processed FAFSA data from CPS with common loan application data to guarantee federal student loans and/or with state data to award state scholarships and grants.

As destination points, state agencies can automatically receive ISIRs from the CPS or request ISIRS from the ISIR Datamart. The message classes used by state agencies for 2006-2007 are listed below.

IDNR07OP	Daily State Agency ISIR Non-Resident
IDRE07OP	Daily State Agency ISIR Resident
IGNR07OP	CPS Pushed State Agency ISIR Non-Resident
IGRE07OP	CPS Pushed State Agency ISIR Resident
ISRF07OP	Requested ISIR Data from the ISIR Datamart

You can set up your ISIR request preference in the Participation Management System. For more information regarding the Participation Management System, contact CPS/SAIG Technical Support through e-mail at CPSSAIG@ed.gov, or at 800/330-5947.

Electronic Corrections

Schools with destination points enrolled for electronic correction processing are able to transmit corrections to FAFSA data through FAA Access to CPS Online.

FAA Access to CPS Online allows schools to enter and edit correction data according to the CPS system requirements. Schools, however, can choose to develop their own software or system to enter, edit, and format correction data. We provide specifications for developing correction software in the remainder of this section.

You submit correction data in the CORR07IN message class and the CPS returns the resulting ISIR in either the IGSA07OP or the IGCO07OP message class.

General Correction Entry Specifications

You transmit only corrected information from a student's record, not the complete applicant record, to the CPS. This approach minimizes the transmission volume. Correction information is transmitted as a fixed-length record. The layout and description of this record is in the Correction Export Record Layout (CORR07IN) in the Record Layouts section.

Creating a Correction Record

Use the following steps to create a Correction record:

1. In the first position of the record, enter **7** to indicate this is a correction to a 2006-2007 applicant transaction.

2. In positions 2 through 10, enter the applicant's original Social Security Number (SSN). This is the number reported by the applicant on the FAFSA form and does not reflect any corrections to the SSN that might have been made.

3. In positions 11 and 12, enter the first two letters of the original applicant's last name. These are the letters reported by the applicant on the FAFSA form and do not reflect any corrections to the last name that might have been made.

4. In positions 13 and 14, enter the transaction number of the applicant record being corrected. For example, enter **01** to correct the first transaction on file at CPS. The transaction does not necessarily have to be the latest one on file at CPS. If the transaction number being corrected is not on the CPS database, the record is rejected. To correct the most recent transaction, enter **99**.

   Note: When making a correction using transaction 99, you must also provide corrections to SAR field number 086 (the first Federal School Code), field number 115 (DRN), and the signatures on the record.

5. In positions 15 through 17, enter the SAR number of the SAR field being corrected. Each correctable field has a three-digit SAR number associated with it. For example, enter **001** to correct the student's last name. We have provided the SAR numbers with valid content in the Correction Data Entry Specifications Table found in the Processing Codes section.

6. In positions 18 through 52, enter the new value for the field being corrected.

7. Optional: In positions 53 through 470, you can enter or correct other student data fields. See the second note below for more information.

8. Optional: In positions 471 through 520, enter or correct the student's e-mail address.

9. In positions 521 through 522, enter **1C** for the transaction data source/type code.

10. In positions 523 through 530, enter the transaction receipt date. Enter the date you are making the correction. The CPS will update this information on the ISIR with the date the CPS received this correction.

11. You can set assumption override codes in positions 531 through 536 and reject override codes for reject 3, 12, A, B, C, G, J, K, N, and W in positions 537 through 548.

12. In positions 549 through 554, enter the Federal School Code of the school making the correction.

Note: To correct a field to blank, enter a single asterisk (*) left justified in that field. The Correction Data Entry Specification Table in section 4 distinguishes which fields you may correct to blank. Not all fields may be corrected this way.

Note: Up to 12 SAR data fields can be corrected on a single record. If you are correcting more than one field, repeat steps 5 and 6 using the remaining data fields on the correction record. If more than 12 fields require correction, you must create an additional record, repeating steps 1 through 10.

Detailed Data Entry Specifications

Each corrected value must meet certain standards; otherwise, the correction record is rejected. We have provided field-by-field data entry specifications in the Processing Codes section of this Technical Reference. For each field, these specifications identify the type (character, numeric, or signed-numeric), the acceptable length, and the valid values for the correction. The specifications also show whether the field is correctable and if it is correctable to blank.

Keep the following items in mind:

- Left justify the corrected value within the data field on the correction record, while zero-filling numeric fields up to the valid maximum length of the field and leaving blank any empty positions to the right. For example, to correct the number of family members to five, enter **05** in positions 18 and 19, leaving positions 20 through 52 blank. To correct the student's last name to Smith, enter **SMITH** (in uppercase as the layout notes) in positions 18 through 22, leaving positions 23 through 52 blank.

- A field content of all nines indicates the reported or calculated value is greater than or equal to the value of all nines. Blanks are allowable in some fields.

- Fields can contain one of three data types: character, numeric, or signed numeric.

A negative entry is acceptable for a limited number of fields. The Correction Data Entry Specifications Table in the Processing Codes section identifies the fields in which a negative is acceptable under the Justify Signed column and the Valid Content column. The Signed Numeric Fields Table on the next page defines the signed fields. In the case of signed numeric fields, the sign is always implied in the right-most character of the field. For example, if the student's adjusted gross income (AGI) contains a value of negative 3507, the record contains 00350P. Because the AGI value does not contain as many bytes as the correction field, the record must have leading zeros. The following digits are the AGI value with the exception of the last digit. To determine the last digit use the chart below. Determine if the value is positive or negative and select the corresponding value for the last digit.

The following chart explains the conversion of the sign and the number:

	0	1	2	3	4	5	6	7	8	9
Positive Values	{	A	B	C	D	E	F	G	H	I
Negative Values	}	J	K	L	M	N	O	P	Q	R

Signed Numeric Fields Table

ISIR Field #	SAR Field #	Field Length	Field Name	Valid Content	Found Only on ISIR
38	035	6	Student's Adjusted Gross Income from IRS form	-999999 to 999999 Blank	N
41	038	6	Student's Income Earned from Work	-999999 to 999999 Blank	N
42	039	6	Spouse's Income Earned from Work	-999999 to 999999 Blank	N
76	073	6	Parents' Adjusted Gross Income from IRS form	-999999 to 999999 Blank	N
79	076	6	Father's/Stepfather's Income Earned from Work	-999999 to 999999 Blank	N
80	077	6	Mother's/Stepmother's Income Earned from Work	-999999 to 999999 Blank	N
164		6	Assumed Student's AGI	-999999 to 999999 Blank = No assumption	Y
166		6	Assumed Student's Income from Work	-999999 to 999999 Blank = No assumption	Y
167		6	Assumed Spouse's Income from Work	-999999 to 999999 Blank = No assumption	Y
181		6	Assumed Parents' AGI	-999999 to 999999 Blank = No assumption	Y
183		6	Assumed Father's/ Stepfather's Income Earned from Work	-999999 to 999999 Blank = No assumption	Y
184		6	Assumed Mother's/ Stepmother's Income Earned from Work	-999999 to 999999 Blank = No assumption	Y

Signed Numeric Fields Table (Continued)

ISIR Field #	SAR Field #	Field Length	Field Name	Valid Content	Found Only on ISIR
212		7	TI: Total Income	-9999999 to 9999999 Blank = None Calculated	Y
214		7	STX: State and Other Tax Allowance	-9999999 to 9999999 Blank = None Calculated	Y
217		7	AI: Available Income	-9999999 to 9999999 Blank = None Calculated	Y
218		7	CAI: Contribution From Available Income	-9999999 to 9999999 Blank = None Calculated	Y
219		9	DNW: Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Y
222		7	PCA: Parents' Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Y
223		7	AAI: Adjusted Available Income	-9999999 to 9999999 Blank = None Calculated	Y
227		7	STI: Student's Total Income	-9999999 to 9999999 Blank = None Calculated	Y
228		7	SATI: Student's Allowance against Total Income	-9999999 to 9999999 Blank = None Calculated	Y
230		9	SDNW: Student's Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Y
231		7	SCA: Student's Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Y
232		7	FTI: FISAP Total Income	-9999999 to 9999999 Blank = None Calculated	Y
233		7	SEC TI: Secondary Total Income	-9999999 to 9999999 Blank = None Calculated	Y
235		7	SEC STX: Secondary State Tax Allowance	-9999999 to 9999999 Blank = None Calculated	Y
238		7	SEC AI: Secondary Available Income	-9999999 to 9999999 Blank = None Calculated	Y

Signed Numeric Fields Table (Continued)

ISIR Field #	SAR Field #	Field Length	Field Name	Valid Content	Found Only on ISIR
239		7	SEC CAI: Secondary Contribution From Available Income	-9999999 to 9999999 Blank = None Calculated	Y
240		9	SEC DNW: Secondary Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Y
243		7	SEC PCA: Secondary Parents' Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Y
244		7	SEC AAI: Secondary Adjusted Available Income	-9999999 to 9999999 Blank = None Calculated	Y
248		7	SEC STI: Secondary Student's Total Income	-9999999 to 9999999 Blank = None Calculated	Y
249		7	SEC SATI: Secondary Student's Allowance Against Total Income	-9999999 to 9999999 Blank = None Calculated	Y
251		9	SEC SDNW: Secondary Student's Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Y
252		7	SEC SCA: Secondary Student's Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Y
253		7	SEC FTI: Secondary FISAP Total Income	-9999999 to 9999999 Blank = None Calculated	Y

Making Signature Corrections

Signature information is required to resolve signature rejects (rejects 14, 15, and 16). You do not need to provide signature information on other standard corrections unless you are using 99 as the transaction number. If you have a transaction that was a reject 14, 15, or 16, simply correct SAR field #100 (Signed By) to A (Applicant) or B (Both = Student and Parent), as appropriate.

If you need to add a signature to a student's record that is on hold for lack of signatures, you must use the layout for Signature Record Export Record Layout (SIGS07IN) found in section 3, Record Layouts. You can correct the student or parent signature using this layout. You must make sure the student included your school on the FAFSA or correction.

Adding Your Federal School Code to Receive Electronic Data

A school cannot make an electronic correction unless the school has been designated on the applicant transaction. You can add your Federal School Code to the list of schools receiving data electronically as well as correct other fields on the record by using the Correction Record Layout (CORR07IN).

Follow these steps to add your Federal School Code and/or to make corrections:

1. In the first position of the record, enter **7** to indicate that this is a correction to a 2006-2007 applicant transaction.

2. In positions 2 through 10, enter the applicant's original SSN. This is the number reported by the applicant on the FAFSA form and does not reflect any corrections to the SSN that might have been made.

3. In positions 11 and 12, enter the first two letters of the original applicant's last name. These are the letters reported by the applicant on the FAFSA form and do not reflect any corrections to the last name that might have been made.

4. In positions 13 and 14, enter the transaction number of the applicant record being corrected. For example, enter **01** to correct the first transaction on file at CPS. The transaction does not necessarily have to be the latest one on file at the CPS. If the transaction number being corrected is not on the CPS database, the record is rejected. You can use transaction 99 to add your school code to the most recent transaction on the CPS Database.

5. Enter **115** in the SAR Field Number Correction #1 field, positions 15 through 17 (corresponding to the SAR Field #115, the Data Release Number [DRN]).

6. Enter the student's DRN in Correction Data 1 field, positions 18 through 52. Remember to left justify it and leave any unused bytes blank.

   Note: The CPS has assigned a unique DRN to each Title IV applicant. It appears only on paper SARs. If a valid DRN is not present on the correction record containing the Federal School Code change, the record will be rejected.

7. Enter the SAR field number associated with the Federal School Code position being changed in the SAR Field Number Correction #2 field, positions 53 through 55. Possible field numbers are 086, 088, 090, 092, 094, and 096.

8. Enter the Federal School Code in the Correction Data 2 field positions 56 through 90. Remember to left justify it and leave any unused bytes blank.

   You can only change the Federal School Code to the number of the participating EDE school submitting the correction. You also must enter this number in the EDE Federal School Code field, positions 549 through 554. If the codes in these two fields do not match, the record will be rejected.

   Schools can modify the Federal School Code and make other corrections to the applicant record on the same correction transaction.

9. Optional: In positions 471 through 520, enter or correct the student's e-mail address.

10. In positions 521 through 522, enter **1C** for the transaction data source/type code.

11. In positions 523 through 530, enter the transaction receipt date (the date you are making the correction). The CPS will update this information on the ISIR with the date the CPS received this correction.

12. You can set assumption override codes in positions 531 through 536 and reject override codes for reject 3, 12, A, B, C, G, J, K, N, and W in positions 537 through 548.

13. In positions 549 through 554, enter the Federal School Code of the school making the correction.

Tips for Corrections

When you submit an ISIR correction to the CPS, we use the transaction number you provide in positions 13 and 14 as a template. We make changes to the fields you indicated, leaving other fields unchanged. Your Federal School Code must be one of the six listed, but it does not have to be the first college choice on the transaction to be processed by the CPS. You will receive the processed results in the IGCO07OP message class.

If you are submitting a dependency override or FAA adjustment (professional judgment) as part of the correction record, only your school receives the resulting corrected ISIR transaction. Also, do not send a dependency override correction with an FAA adjustment to a transaction without an EFC. If there is no EFC, first send the dependency override with any other corrections necessary to obtain an EFC. Then submit the FAA adjustment to the transaction with the dependency override and the EFC.

Rejected Correction Records

The two categories of rejections for submitted correction records are:

- **Transaction Rejects** – A transaction reject prevents the correction record from being applied to the student's record. If a record is rejected for one or more reasons, the school receives an error report in message class CORE07OP (see EDE Record Level Error Report Import Record layout in the Record Layouts section). No ISIR is created.

- **Compute Rejects** – The CPS contains a series of edits that evaluate all incoming FAFSA and correction data for consistency and completeness. These edits apply to all data from electronic, Web, and paper input. The CPS does not compute an EFC for a correction rejected for a compute reject reason. However, an ISIR is produced. Correction ISIRs with a compute reject are returned in the IGCO07OP message class. The reasons for the compute reject are coded on the ISIR in positions 698 through 711. Refer to the Processing Codes section for information on interpreting these reject codes.

In the paper system, a student can verify a data field by reentering the same information in the SAR correction column for the field in question. In the electronic process, the school can verify the data (reenter the data as a "correction") or set the appropriate reject override (found at the end of the CORR07IN Record Layout in positions 537 through 548) and transmit the correction record to the CPS. Data that must be verified or corrected in response to each reject reason is provided in the Processing Codes section.

A student's record may not have an EFC if the record contains questionable data and has FAFSA reject reason codes. The reject reason codes are found in positions 698 through 711 on the ISIR. They explain the questionable and highlighted fields.